



1. Provide all information requirements listed below to the Architectural Review Committee (ARC). Please send all the required information in commonly readable formats such as PDFs to ARC@POA1300.com. After review of compliance with the Covenants, requirements, and submitted documents, the ARC may provide feedback on the submissions and/or request additional information or clarification. Once it considers the application complete, the ARC will forward it's recommendation to the POA Board. Note: This document is presented as an aid or "Quick Reference Guide" and does **not** supplant or override the Covenants.
2. Once the building application has been submitted to the ARC, the homeowner is responsible for paying a \$2000 Impact Fee to the Thirteen Hundred POA. Send payment in the form of personal or bank check to **Thirteen Hundred POA, 1411 Deyton Drive Blairsville, GA 30512. Clearly mark the check as IMPACT FEE with your lot number.** This payment must be received prior to submission for POA Board approval.
3. Once ground is broken, construction must be completed within twelve full months. If construction, **including a hard-surface driveway**, is not completed within this time frame, a five hundred dollar per month or partial month fee may be assessed until construction is completed. The actual breaking of ground defines the start date. **Exception:** If a satisfactory detailed written explanation is submitted to the Board with the new completion date, the Board may waive the potential fee assessment. An exception request must be received by the Board thirty days prior to the original final completion date, as determined by the ground-breaking. Please refer to the Covenants for directions on validating the completion of construction.
4. **Approved** construction must begin within 6 months. If construction does not begin in 6 months, the Property Owner must reapply and pay a \$500 reinstatement fee.
5. The ARC will review all submitted plans and forward them to the Board for approval. The ARC may request additional information or clarification from the property owner as part of the review process.
6. **All Variance requests** must be submitted in writing to the ARC and approved by the POA Board of Directors.
7. **The standard for approval of building plans** includes but is not limited to: (i) aesthetic consideration; (ii) materials to be used; (iii) compliance with the standards in effect at the Property and the widely adopted "Community Wide Standard", which is "Craftsman," "Mountain," or "Log Cabin" style. Homes in the Overlook must reflect the "Craftsman" architectural style. See Appendix B for more information on these styles.
8. **Color** - The ARC will only make positive recommendations on homes which maintain exterior color schemes that are in harmony with the natural surroundings, with a strong emphasis on earth tones. No bright colors will be permitted. (See Appendix C for color palette guidance.)
9. **Building Requirements**—Square footage requirements must meet the covenant requirements. (See Appendix A for a summary of specific lot requirements.)
10. **Minimum setbacks** are ten feet from each side's neighboring property line, and fifty feet from the middle of the street.

11. **Construction** - All dwellings must be site-built and constructed of brick, block, rock, wood, or stucco. No vinyl or aluminum siding is permitted.
12. **Roof and Pitch** - All roofs on dwellings shall have at least a 6:12 pitch. Flat roofs shall be permitted over porches and deck areas. Standing seam metal roofs are permitted.
13. **Garages** - No front-loading garages shall be permitted unless pre-approved by the ARC. Variances shall be granted only when the lay of the land dictates such a variance is required."

A garage, whether attached or detached, will be considered front loading if it is offset less than 30 degrees from the front plane of the property. This 30 degree offset "rule of thumb" was inaugurated by the Declarant and has been the established standard and practice ever since. In cases in which the front of the property has more than one property line, as where the street is curved, the front plane will be determined by the property line through which the driveway passes. In cases in which there is no front property line, that is, where two side property lines come to a point in front, as on a cul-de-sac circle, the front plane shall be determined by a line between the two sides of the driveway at its intersection with the street. In all cases, the board will make the final determination at its discretion.

14. **Driveways** - All driveways and parking areas shall have a hard surface constructed of concrete, asphalt, or pavers, and must be completed within the one-year timeframe stated above. Driveways shall not be constructed without prior approval of the ARC.
15. **Propane Tanks** - All propane tanks must be buried.
16. **Foundations** - Dwelling foundations must be finished with brick, stone, stucco, or be built of split face block that has the appearance of natural stone. No exposed block shall be permitted. All retaining walls shall be constructed of cement or cement blocks and finished to the same standards. Railroad ties or similar timbers are not permitted in the construction of retaining walls.
17. **Detached Buildings** - No more than one detached building shall be permitted per lot and the detached structure shall be constructed in the same style and manner of the primary residence regarding siding, style, roof color, and must be pre-approved by the ARC. Prefabricated outbuildings are not permitted.
18. **Landscaping** – A landscaping plan must be submitted as part of the plan for the home. Landscaping around the dwelling and outbuilding, if any, must be completed within three months of completion of construction. If seasonal or other conditions prohibit completion within this timeframe, the owner must notify the ARC of the reasons for the delay and state a new projected completion date for the initial landscaping plan.
19. **Fences** - Fences must be constructed only of wood products and must be pre-approved by the ARC. The Association may allow black aluminum or iron fence.
20. **Cutting of Trees** - Lot Owners shall make every effort to maintain as much of the natural tree canopy as possible. Cutting for views must be approved by the Association and Owners shall only remove 10 percent of the trees on their Lot without the prior written consent of the



Association. Furthermore, no tree with a diameter of 8 inches or larger may be removed without the Association's consent. All trees that have been cut down must be entirely removed from the property immediately. Lot Owners shall adhere to the *MOUNTAIN PROTECTION ORDINANCE FOR UNION COUNTY* if the Lot elevation is 2,200 feet or higher. No trees may be cut on individual Lots without prior approval of the ARC, unless home construction plans have been approved.

21. **Erosion and Sediment Permit** must be obtained. All areas of land disturbance will be stabilized in accordance with all local, state, and federal guidelines during and after all construction efforts. Silt fences shall be removed by the builder once the yard is stabilized, but no longer than six months after receiving the Certificate of Occupancy.
22. **Property Owners are responsible** for agents, employees, contractors, and subcontractors.
23. **Builders** - All builders must be approved by the ARC. If a builder fails to adhere to the community standards and regulations, that builder's standing on the "*Approved Builder List*" may be in jeopardy.
24. **Signs** - One builder sign may be neatly installed on a lot once it is approved for construction. However, builder signs must follow the same standards as those described in the covenants for "For Sale" signs, namely: "...signs shall not be larger than 24 inches by 24 inches and shall be constructed in the same manner and color of the original lot sign and constructed of wood, metal or corrugated plastic...The sign shall be mounted to the original Lot post or placed on a new 4 inch by 4 inch wooden post that has been placed upon the Lot. No metal framed sign holders permitted."

Builder signs are **not** allowed on lots which have not yet been approved for construction. All builder signs must be removed within thirty days of receiving the Certificate of Occupancy.
25. Builders must communicate and ensure that all subcontractors comply with covenants which strictly restrict the use of common areas (pool, marina, and park) to property owners only.
26. Builder penalties for not complying with covenant codes and restrictions may include a stop work order and fines of five hundred dollars per day.
27. Adequate sanitary facilities will be placed on site and maintained throughout the project.
28. Damage to gates and roads by contractors and subcontractors must be repaired at the Builder's and/or property owner's expense.
29. Builders and their subcontractors must only travel directly to and from their construction site and only during reasonable working hours.
30. All construction debris or waste building materials will be removed from the site in a timely manner and disposed of utilizing an on-site dumpster or an equally acceptable method. No burning of construction material is permitted at any time. Job sites shall be kept clean and free of debris that could become airborne.
31. Builders must communicate to and ensure subcontractors observe the **25 miles per hour speed limit** and keep noise from loud vehicles to a minimum. The speed limit on Dayton Drive approaching the subdivision's main entrance is **20 miles per hour** and it also must be strictly adhered to.



32. Temporary electrical meters cans and posts shall be removed within thirty days of receiving the Certificate of Occupancy.
33. Homeowners must notify the ARC within seven days of receipt that they have obtained their Certificate of Occupancy.
34. Solar panels are not permitted except panels that are actually part of the roofing materials (i.e., solar shingles or other roofing panels) and must be approved by the ARC.
35. Radon gas mitigation should be a consideration when planning your home.
36. Care should be taken when aiming exterior flood lights so as not to shine into neighbors' homes. Dark Sky lighting is preferred. This is to direct lighting downwards the ground and not into the sky where it can contribute to light pollution.
37. Submitted plans must be strictly adhered to. The ARC must be notified of any exterior changes and approved prior to implementation. This includes color, stone, brick work, driveway, retaining walls, materials, or location on lot.
38. On September 21, 2022, the POA Board decided that going forward ALL burning related to construction will be prohibited. This ban includes but is not limited to cuttings of natural products such as underbrush, tree limbs, and tree trunks. The burning of manmade materials has always been prohibited by the Covenants. This ban is effective immediately and applies to all applications submitted on or after September 21, 2022. The acquisition of a "burn permit" does not supersede this ban.
39. Guest Quarters are defined as added living quarters not able to sustain independent living away from the primary residence. Guest quarters are sleeping, living and bathing areas, possibly with a kitchenette. Guest Quarters cannot exceed 50% of the square footage of the main level of the primary residence and in no instance can exceed 600 square feet in total. Guest quarters must meet all existing out-building requirements in terms of color and style.



ARCHITECTURAL CONTROL CHECKLIST (ACC)

PLEASE TYPE, PRINT, OR WRITE CLEARLY

LOT# _____

Property Owner Name _____

Best phone contact # _____

Address _____

Email _____

Builder's Name _____

Builder's Email _____

Builder's Contact Phone Number _____

Contractor License # _____

Estimated construction start date; _____

Please initial to indicate submission of the required documents.

____ **Site Plan** with sufficient detail to accurately depict the location of the proposed house, driveway (stating driveway material type), the septic tank and drain-field, and any utility connections running from the street to the structure. The plan shall be to scale and provide an accurate reference to all restrictive easements and building setbacks. (See Appendix E for a sample site plan that includes the required elements.)

____ **Floor plan and elevations** (4 sides) providing sufficient detail to accurately depict the overall dimensions (sufficient to verify the footprint square footage) of the proposed house, including roof pitch(s), all exterior finish materials, and square footage of both total and conditioned living space.

____ **Color chart**, providing sufficient information to ensure all exterior colors (including the beams, posts, doors, roof, brick or stone colors) are in harmony with the natural surroundings with a strong emphasis on earth tones. No bright colors will be permitted. (See Appendix D for a sample of the desired format of a color chart that includes all required elements.)

____ **Landscaping Plan** may be descriptive or pictorial but must provide sufficient detail to make clear the materials used and their location with respect to the home.

____ **Copies of all insurance policies** needed to construct and protect all parties associated with the construction.

____ **Copies of the building permit** issued by the local governing authority, including a copy of the septic system permit.

____ **Copies of the Erosion and Sediment (Land Disturbance) permit** issued by the local governing authority.

____ **A complete list of all subcontractors.**

Indemnification

All parties understand that the Architectural Review Committee (ARC) serves voluntarily for the homeowner's benefit and for community preservation of Thirteen Hundred. We adhere exclusively to the development Thirteen Hundred Covenants and specific directives provided by the Thirteen Hundred Property Owners Association Board. We provide forms and suggestions but do not approve the application, which is exclusively the role of the Property Owners Association Board of Directors. The property owner and builder agree to indemnify and hold harmless the Architectural Review Committee for Thirteen Hundred against any and all claims, injuries, losses, damages, liabilities, penalties, punitive damages, expenses, reasonable legal fees and costs of any kind or amount whatsoever, which result from or arise out of any act or omission of the indemnifying party, its respective affiliates, officers, agents, employees, and permitted successors and assigns that occurs in connection with this Architectural Approval Form and Building Requirements sheet Agreement. This indemnification will survive the termination of this or other future volunteers, their assigns, respective affiliates, officers, agents, employees and permitted successors.

Owner Signature: _____ Date: _____

Builder Signature: _____ Date: _____

Acknowledgement of “Community Wide Standards”

We hereby acknowledge that we have read and understand the description of the elements required for our plans to meet the “community wide standards” as defined in this document. We also attest that we have made a good faith effort to present plans that meet these standards and understand that we may be asked to explain how they do so.

Owner Signature: _____ Date: _____

Builder Signature: _____ Date: _____

APPENDIX A

SQUARE FOOTAGE REQUIREMENTS

THE OVERLOOK

Lots # 1-36

Minimum of 1800 sq. ft. of heated living space for single level homes. For multilevel homes a minimum of 1600 sq. ft. footprint with 1800 sq. ft. of living space. All homes in the Overlook must have a minimum of an attached or detached 2 car garage.

THE STABLES

Lots# 37 thru 53 and 99 thru 199 and 371 thru 394

Minimum of 1400 sq. ft. of heated living space for single level homes. For multilevel homes, at least 1,200 sq. ft. footprint with 1400 sq. ft. of heated living space.

THE RIDGE

Lots # 54 thru 98 and 400 thru 499

Minimum 1600 sq. ft. of heated living space for single level homes. For multilevel homes a minimum of a 1400 sq. ft. footprint with 1600 sq. ft. of heated living space.

THE COVE

Lots # 200, 226 thru 296 and #300 – 310 thru 370

Minimum of 1400 sq. ft. of heated living space for single level homes. For multilevel homes, at least 1,200 sq. ft. footprint with 1400 sq. ft. of heated living space.

THE COVE (Lots that are along lakefront)

Lots # 201 thru 225 and #301 thru 309

Minimum of 1800 sq. ft. of heated living space for single level homes. For multilevel homes a minimum of a 1600 sq. ft. footprint with 1800 sq. ft. of heated living space. All these lakefront homes must have at least a 2-car garage.

Note: Lots 395 through 399 and Tract “D” have some special requirements and exceptions. Please refer to Covenants for specific requirements.

APPENDIX B

Craftsman Style Homes

Architectural characteristics that define a Craftsman house plan include:

1. **A low-pitched gable or hip roof** with deep overhanging eaves
2. **One- or two-story** structures
3. **Exposed rafters and/or decorative brackets** under the eaves and inside the house
4. **Visible “void” areas.** A **front porch** is a signature feature of this type of home, whether it’s a small one extending from the roof that just covers the front door or a large, wide one.
5. **Finely crafted, often tapered, porch columns** that support the roof. These columns are short and sit on stone or brick piers
6. **Multi-pane windows** that are cased in wide trim
7. **Partially paned front door** as on a traditional Craftsman house
8. **Single dormers** that are big enough to have more than one window
9. **Handcrafted stone and woodwork**
10. **Natural construction materials** like wood, stone, or brick
11. **A fireplace** or two
12. **Warm, earthy colors** for the exterior

Craftsman homes are built for function and touted original handiwork and harmony with nature and the surrounding landscape.

Seven Elements that define the Mountain Style Home

1. Simple low slope roof shapes blending into more dominant steep slope gable forms, often with shed dormers.
2. Cedar shake, slate, and Architectural shingle roofs, with wide eaves and overhang to protect the house from the environment.
3. Exterior siding materials of cedar shakes, verticals of board on board and battens, or comparable.
4. Timber columns and beams, knee braces and gable brackets, often with contrasting stain or paint colors.
5. Accent color on window sashes of large multi-unit windows and doors.
6. Wide functional front and rear porches and terraces, with timber beams, columns with wood ceilings.
7. Stacked stone foundation with piers for columns and railings.

APPENDIX C

COLOR PALETTES

In order to maintain the aesthetics of Thirteen Hundred, home color palettes will be restricted to natural, mountain and craftsman style colors (e.g., no yellow, pink, bright red, purple exteriors). Although some homes were previously approved with non-craftsman or mountain colors, new homes must adhere to these guidelines. Although this is not a complete palette of craftsman, mountain and natural colors, the following colors are generally accepted in the industry as being of the Craftsman or Mountain style.

CRAFTSMAN COLOR PALETTES








For some examples of basic craftsman color palettes we've included a table of paints from Sherwin Williams specifically designed for craftsman homes.

Wall	Trim	Accent	Wall	Trim	Accent
					
2842	2843	2838	2837	2842	2846
					
2834	2841	2833	2846	2834	2840
					
2835	2833	2836	2845	2847	2839

All Sherwin Williams paints. Each code is preceded by "SW".

APPENDIX D

SAMPLE FORMAT FOR COLOR CHART

Elevation(s)	Location(s)	Material	Color Name	Color chip
Front	Center gable, ground to peak; 3' high base, garage & mid-section; Bases of front porch columns; Wall to left of front door	Horizon Ledgestone	Harbor Bluff	
Front	Siding on garage & mid-section (above stone base)	Wood, D- log	Mahogany Stain	
Right	Siding on house- side wall of screened porch	Wood, D- log	Mahogany Stain	
All but front	Siding on exterior walls	Hardie	Thunderous, SW6201	
All	All trim	wood +/-or Hardie board	Naturel, SW7542	
Front	Garage doors; front door		Charwood	
Front	Front porch roof	Raised seam metal	Deep green	n/a
Rear	"Shed roof" @ breakfast area exit; Hipped roof on gazebo section of deck	Raised seam metal	Deep green	n/a
All	All other roof surfaces	Architectur al Shingles	Pinnacle Pristine Green	

APPENDIX E

SAMPLE OF A SITE PLAN

